

Pima County/Tucson Women's Commission
Executive Committee Meeting
Wednesday, February 3, 2010 at 5:30 pm
240 North Court Ave, Tucson, AZ 85701

Adopted Minutes

Present: Michael Mandel, Anna Harper, Carol Dow

Absent: Marian Amoroso-Benedetto

Staff: Jessie Baxter, Executive Director

- 1) Call to order/roll call - Mandel called the meeting to order at 5:30pm. Baxter called roll documented above. Quorum was established.
- 2) Review and approve minutes from past Executive Committee meeting 01/06/2010 - Dow made motion to approve minutes, Second by Harper; passed unanimously.
- 3) Review and approve January 2010 financials - Dow made motion to approve January 2010 financials, Second by Harper; passed unanimously.
- 4) Discussion and decision-making regarding unanticipated budget deficit – Mandel gave recap of the City council meeting he and Jessie attended in January regarding the budget. The Council voted to further cut Outside Agency funding resulting in a large reduction to the Commission's funding only leaving us with \$5,904 left for the fiscal year. Due to these cuts the Commission is in immediate financial trouble. Baxter reviewed memorandum of recommendations and budget information and made suggestion that the Committee look at changing how the Commission does business in terms of staff and the building. Baxter suggested setting a timeline for changing the structure of the staff to part time or contract eliminating benefits and many payroll expenses as well as considering both selling the and giving the building away noting that if we gave the building away we could control who received the building and secure permanent/long term office space in the building without the costs associated with owning, maintaining and operating the building. Mandel asked for recommendations on how to move forward with staff and building asking that the group consider proper and respectful disposition of the building since it is our largest assets and one of our largest expenses. Mandel also suggested that we request furlough days, one per pay period and then potentially changing the staff from a full time position with benefits to a contract basis eliminating many expenses for benefits and payroll. Harper suggested we consider dissolving the Commission and wanted us to examine if there is the will to continue the Commission given the full group hasn't met in almost a year. Dow suggested we examine the advantages and disadvantages of the 501c3 and said she was unsure about giving the building away even though this is a tough economy particularly questioning what the Commission gains from doing so and noting that if we did give the building away it would seem most natural to give it to a women's organization. Dow also noted that all Commissioners should be invited to attend a meeting about this. Baxter said that they were all emailed twice and invited to tonight's meeting. Dow asked that we include all current and past commissioners be invited to the decision making process saying that we owe the community insight and clarity into the decision making process. Mandel asked to revisit dissolving the 501c3 keeping in mind that if we dissolve the non-profit we will no longer have the mechanisms to support the staff or building. Mandel suggested we focus on

the main three things that had been discussed dissolving the 501c3, staff, and building to put together a package of suggestions to present at a public meeting to interested parties to allow them to give input. Harper suggested we hold a meeting on a Saturday to allow more people to participate.

Baxter suggested holding more than one meeting suggesting holding a meeting on February 17th in place of the full commission meeting since we are still unable to achieve quorum in addition to a Saturday meeting. Harper suggested we have a Plan B if we are unable to engage public for meaningful input. Dow agreed that she was pessimistic about getting people back engaged but wanted to try because it's the right thing to do.

Mandel asked for specific recommendations for dissolving the 501c3, staff, and building. Dow recommended suggesting giving the building away because it would leave a legacy and protect the Commission's place in the community. Mandel asked we consider setting a timeline for action and suggested the decision by made by March noting that our current finances get us through the end of March. Harper suggested we hold two meetings for public input by the end of February so we have recommendations for moving forward at the March Executive Committee meeting. Meetings are scheduled to be held at the Commission building on February 17th at 5:30 and February 27th at 11:00am.

Harper suggested Mandel meet with all elected officials to let them know what we are planning on doing and to update them on our current situation. Harper also suggested we identify who would do the work of the Commission once these or any changes are made. Mandel said he was willing to stay on as Chair until we get to the point where we are a regular joint City/County Commission noting there have been many times he's wanted to walk away. Baxter noted that Mandel's commitment to the Commission commendable and detailed his support with the budget, RFP, and many other administrative tasks. Baxter also noted that she had raised serious HR concerns several months ago that still had not been addressed.

Dow said she believed the Commission was in this situation due to lack of Commissioner participation giving the examples of the lack of Commissioners at the Tea and Equal Pay Day events. Harper noted when she tried to approach the Commission last June with a fundraising and membership program with the message that the Commission has to fundraise otherwise it cannot sustain itself. Harper asked Dow if she knew what role she would play in the future of the Commission. Dow said she was in a difficult position because her mother is in poor health and isn't sure she can step up to be Chair.

Mandel confirmed there would be two meetings called as Executive Committee meetings held on Wednesday, February 17th and Saturday, February 27th.

5) Committee and Staff Reports

- a) Advocacy Committee - Dow reported that the Advocacy Committee is planning on meeting Monday, February 8th at 4:30 PM to expand on the conversations of the Executive Committee about how the Commission should move forward.
- b) Development Committee – No report – is not currently meeting.
- c) Young Women's Leadership Committee - No report – is not currently meeting.
- d) Executive Director – Baxter gave update regarding audit, building improvements, County RFP, and City and County funding expectations.

6) Call to the public - no public present.

7) Adjourn - Harper made motion to adjourn at 7:28pm, Second by Dow; passed unanimously.